

# LOCAL AGREEMENTS

## SKILLED TRADES LETTERS OF UNDERSTANDING

Between

# LOCAL 862



and the

# Ford Motor Company

Louisville Assembly Plant



Agreements Dated May 9, 2008

# Table of Contents

<b>Introduction .....</b>	<b>3</b>
<b>Agreements</b>	
Changeover Agreement .....	4
Group Leader Agreement.....	6
Overtime Agreement .....	10
Seniority Agreement.....	13
Shift Preference Agreement .....	16
<b>Letter of Understandings</b>	
Appendix F – Openings .....	18
Appendix F – Reduction in Force .....	19
Absences – Replacement of Skilled Personnel for Scheduled Absences .....	20
Apprentice – Graduating Assignments .....	21
CMM Plant Visitation Protocol .....	22
Computer Related / Telephone Service Assignments.....	23
Contractor Transport Vehicle.....	24
Insulated Coveralls.....	25
Electrician Job Assignment.....	26
Electronic Repair Equipment in the Body Department .....	27
Final Area Broadcast Monitors .....	28
Full Utilization.....	29
Industrial Truck Repair .....	30
Industrial Lift Truck and Tow Motor Replacement Personnel.....	31
Infrared Training.....	32
Lines of Demarcation – FTPM/FPS .....	33
Kit Installation.....	34
Non-Traditional Assignments.....	35
Outside Contractor on Company Property .....	36
Outside Vendors / Contractor .....	37
Overtime.....	38
Personal Tools – Maintenance .....	39
Project Coordinator .....	40
Project Crew.....	41
Refrigeration Training .....	42
Sprinkler Work.....	43
Steam Cleaning Material Handling Equipment .....	44
Training .....	45
U.A.W. Built with Pride Stickers.....	46
Warranty and Equipment Repair .....	47
Welding Recertification .....	48
Work Assignments .....	49
Work Assignments Committee .....	50

## **INTRODUCTION**

This Skilled Trades section is intended to acquaint the Skilled Tradesperson with certain Company policies and Agreements and Letters of Understanding negotiated between the management of Louisville Assembly Plant and Local 862 of the UAW. These policies and agreements are subject to change by the Company or by agreement between the Company and the Union. Refer to the Production, Non-Skilled section of this agreement for language that is applicable to all hourly employees. For the detailed rules governing such matters as vacation, holiday pay, and other matters covered by Union agreement, you should consult the Master Agreement which became effective May 12, 2008. Copies are available at the Labor Relations Office.

## CHANGEOVER AGREEMENT

This agreement shall become effective upon receipt of written notice from the Union on ratification and shall remain in effect until November 12, 2011. However, it is subject to termination by either party upon thirty (30) days notice in writing to either party.

Periods exist when it becomes necessary to place additional employees on skilled classifications of work when journeymen are not available. This agreement is entered into to define the application of "Changeover" classifications when workers are not available in journeymen's classifications in the Maintenance Department.

1. The term "Journeyman" as used in this agreement means any person:
  - A. Who presently holds a journeyman classification, or
  - B. Who has served a bonafide apprenticeship which meets the standards established by the Federal Committee on apprenticeship, and has a certificate which substantiates the claim of such services, or
  - C. Who has had eight (8) years practical experience in the trade and can establish satisfactory proof thereof.
2. Plant employees will be given the opportunity to transfer to Changeover classifications provided they have filed applications and have qualifications that are acceptable to Management. However, the Company's right to hire any non-journeyman employees for work in the skilled classifications is still recognized. Such non-journeyman transferees (other than apprentices) shall be known as "Changeover" (Transferred). Non-journeymen employees newly hired for work in the skilled classifications (other than apprentices) shall be known as "Changeover" (New). Changeover employees shall be regarded as temporary for a period of three (3) months on the Changeover classification.
3. For the purpose of identifying Changeover employees and to prevent an automatic movement in the journeymen classification, changeover employees shall be designated in their respective classification in the following manner:

The letters "C.O.T." will indicate a Changeover (Transferred) employees and the letters "C.O.N" will designate a Changeover (New) employee.
4. Changeover employees will not be reclassified to journeymen classifications until such time as they have met the requirements of Section I(c) of this agreement, and then only if they are able to demonstrate ability through job performance and/or examinations, commensurate with those required of

journeymen. Such reclassified Changeover employees shall be granted seniority as a journeyman from the date of reclassification to journeyman.

5. Changeover employees shall enter the Changeover classification at the minimum rate of the journeyman classification unless a C.O.T. has a rate, prior to transfer, higher than the minimum of the C.O.T. classification in which event they will retain the higher rate.
6. Changeover employees will exercise seniority within their Changeover employee classification 'as of the date of entry into the Changeover group without regard to whether transferred (C.O.T.) or newly hired (C.O.N.).
  - A. Changeover employees (Transferred) shall not acquire seniority within the skilled department, but will continue to accumulate seniority on the classification to which they belonged before transferred, except as provided in Section 4 above. Upon a reduction in force from the Changeover (Transferred) classification employees affected will return to the classification held before such transfer, in line with their seniority.
  - B. Changeover employees (New) shall acquire seniority as provided for in Section 4 above and in the general labor pool.
7. In the event of a reduction in force in the skilled departments, layoff will be made in the following order:
  - A. All Changeover employees, both transferred and new, will be laid off before any qualified journeyman or apprentice in the same classification is laid off.
  - B. Probationary journeymen.
  - C. Qualified journeymen and apprentices in accordance with the Local Seniority Agreement.
8. No Changeover employee shall be eligible to work premium time days (Saturdays, Sundays and Holidays) while any journeyman or apprentice on the same classification in the same department has not been given the opportunity to work.
9. Changeover employees shall be required to sign a wavier indicating consent to the terms and conditions of this agreement and expressly waiving the accumulation of seniority in the skilled trades department.

## **GROUP LEADER AGREEMENT - SKILLED TRADES**

It is mutually agreed between the Ford Motor Company, Vehicle Operations, Louisville Assembly Plant and the International Union and UAW Local 862, that on this date, November 9, 2003, that the following classification and rate will be established for the Louisville Assembly Plant, effective \_\_\_\_\_, \_\_\_\_\_.

### **Classification**

<u>Title</u>	<u>Rate</u>
Team Leader	.50 Above

This classification is applicable to employees performing the broad scope of Group Leader functions and duties for a Continuous Improvement Work Group. It is not intended to cover employees who may perform a few of the Leader duties, but who do not have overall responsibility for leadership and performance of the CIWG. The "\$ 0.50 above rate" premium will be applied to the existing classification of the selected Leader.

### **Selection**

1. Leaders will be selected by seniority survey from among the journeyman members of the group. Apprentices are not eligible for the classification but may serve as a group coordinator , by mutual agreement of the parties, if no journeyman elects to serve as the leader.
2. The survey will be conducted every six months.

### **Group Composition**

1. The number of employees assigned to each group will vary depending on plant geography, job content and the natural relation of operations. A group may be comprised of multiple trades assigned to a crib, work area or project.

### **Overtime**

Leaders will continue to equalize overtime within their current trade.

### **Leader Roles and Responsibilities**

See attachment B.

## Attachment B Louisville Assembly Plant's Skilled Trade Leader **Roles and Responsibilities**

### **Plan, Schedule and Facilitate Group Meetings**

Prepare agenda

Begin group meetings with a scripted safety talk, when provided.

Keep group focused and on task during meetings by following the 7-step process.

Review group progress using SQDCME measurables, the 5 S's and issue resolution matrices.

Ensure all members of team are given the opportunity to voice concerns and opinions

Identify group members responsible for achieving group objectives

Retain sign-in sheets

Invite personnel necessary to facilitate issue resolutions. (Manager(s), Superintendent(s), Supervisor(s), ME(s), Engineer(s), etc.)

Inform production group leaders of meeting times and invite them to attend in order to facilitate communication.

### **Safety**

Conduct Safety Walk with supervisors and group members.

Document through agendas, check sheets, start-up form, and sign-in sheets. Review items to assure closure.

Coach your group on plant and department safety policies

### **Facilitate Communications Between Other Shifts , Groups and Management**

Ensure pertinent information is forwarded to other shifts via available communication methods. (E-mail, comm. boards etc)

Meet with supervisor/facilitator to communicate necessary information regarding group activities and unresolved issues.

Attend department future work planning meetings in order to communicate group needs and relay information of upcoming work back to group members.

Communicate with area production group leaders and attend production group meetings as needed.

## **Actively Support the 7-Step Process**

### **Work with the salary facilitator in maintaining the Group activity board.**

Track SQDCME performance

Maintain Error Proofing/Quick Change Over matrices documenting improvements and continued functionality.

Assure waste reduction ideas are documented on value stream map posted on zone board.

Post Group Training Matrix.

Maintain Zone safety cross and charts.

### **Follow the 5S's**

Conduct a 5S audit weekly with the supervisor present.

Maintain a critical parts list, keep current and post in the area.

Assure all parts in the area are labeled with min/max quantities.

Assist the supervisor to submit master requisition for industrial materials (gloves, supplies, etc.) for zone, manage requisitions to zone's budget for industrial materials, and maintain the Line Side Bins with proper Min/Max levels.

Know the environmental procedures and assure they are followed in your area. Know how to locate the Ford Tox #'s And MSDS sheets for your area.

### **Training**

Complete training needs analysis.

Assist the supervisor in scheduling and completion of group training as identified by training needs analysis. Group members should complete BEW1&2, CIWG1,2&3, Single Point Lessons, OEE, 8-D, Error Proofing, High Climbing, ECPL, 5 Whys, R&M Introduction.

Identify training needs based on new equipment installation

### **Error Proofing**

Assist supervisor to maintain all visual aids in the area, logbook, stickers, etc. Review visual aids and logbook to assure all are current.

Assist in developing and maintaining area QPS sheets.

Assist with ensuring visual factory practices are in place in your area. (Air Gauge, match markers etc.)

## **Schedule Group Activities**

Work with the supervisor to schedule Cleaning Is Inspection for your areas as needed. Assist in getting supplies to support the activity, and verify documentation (7 Steps) is updated at the end of the activity.

Recognize employees/groups when milestones are reached following the LAP Recognition Process.

Team with supervisor to develop group level objectives from the plant master schedule and communicate to the group, policy deployment. Assure the group is making progress.

Work with union and management to facilitate TEG participation in the EEM process.

Organize group preparation for FTPM, FPS, QOS and ISO audits.

## **OVERTIME AGREEMENT - SKILLED TRADES**

Maintenance Appendix F employees are working under the provisions of Appendix H 3 (c) Temporary Changeover Pool of the Master Collective Bargaining Agreement.

### **Equalization Lists**

Skilled trades classifications will equalize overtime first by classification, by department, by shift then plantwide.

Inspector-Tooling and Layout classification will equalize overtime by classification across all shifts.

Powerhouse-The Powerhouse Engineer-Leader, Powerhouse Engineer and Boiler Fireman will constitute one group for the purpose of sharing overtime.

The parties agree that the overtime spreads in the Powerhouse will be reviewed as needed to gauge whether the changes made below are effective in managing the OT spread.

For skilled tradespersons on a seven-day operation, an employee will be charged for overtime created by their own absence if they are in position to be surveyed for the overtime.

An Apprentice in a seven-day operation will not be offered a sixth day of work in a given pay period unless all Journeypersons in that classification have been offered a sixth day of work in that same pay period. The same stipulation shall also apply to seventh day of work in a pay period. To facilitate training, Management retains the right to adjust the scheduled days off for the Apprentices.

### **Overtime Administration Provisions**

#### **The Provisions Regarding Overtime for Skilled Trades are as Follows:**

1. Overtime will be charged according to number of hours paid.
2. Employees who accept the overtime opportunity and fail to report to work will be charged double the number of hours they would have been charged.
3. To be properly excused from overtime, an employee must submit an Opt-Off request through the Plant Skilled Trades Overtime Scheduling System. All Opt-Off requests for Saturday and Sunday must be submitted by 8:00 a.m. of

the Wednesday preceding the Saturday and Sunday being refused. For all other overtime opportunities, an employee must submit their Opt-Off requests 48 hours in advance.

4. Employees will not switch scheduled overtime hours. Failure to adhere to procedure will result in a penalty charge.
5. Employees must be notified before the end of their shift to be charged with any overtime for their following shift.
6. When either rolling or being rolled from a shift, employees will be placed in the same numerical position on the overtime equalization list as they were before the roll, and will have .1 hour added to their new overtime equalization hours.
7. When an adjustment is made to correct hours in the TWOS record for a skilled tradesperson, the Maintenance Supervisor or Superintendent that submits the adjustment, will ensure that a similar adjustment is made on the skilled trades weekly overtime survey, and notify the Skilled Trades Representatives of the adjustment
8. The Company will investigate and consider new overtime procedures and systems which would be utilized to improve the efficiency and accuracy of scheduling overtime in the skilled trades department.
9. The Company agrees to replace production support skilled trades when absent during production hours due to training.
10. If overtime opportunities for skilled trades classifications significantly differ between Areas (refer to #12), employees in the Area with the lowest overtime will be considered for voluntary overtime opportunities that are not involved with production coverage. Such opportunities would include work during weekends and other production downtime periods, not excluding project work. Employees who have requests to work on a regular basis in the Area with the lowest average will be given first consideration. Assignments will be made in accordance with paragraph eleven 11) below:
11. In the event it becomes necessary to supplement a skilled trades classification in an Area for voluntary overtime, employees with the same skilled trades classification in other Areas will be selected in accordance with the following.
  - Employees are not scheduled to work in their area.
  - Employees have the lowest overtime hours and have on file an application to work in other areas.
  - The employee is qualified to perform the work available.

12. Management will make all reasonable efforts to keep the overtime equalization spread within a classification within forty (40) hours.
13. Once per year, employees may exercise their seniority to change areas during an open window period mutually agreed upon by the parties. Other movement outside the annual open window will continue to be at the Company's discretion; however consideration will be given to seniority where practicable.

## SENIORITY AGREEMENT – SKILLED TRADES

The following provisions will govern seniority, occupational groupings, reduction in force and recall issues.

### 1. General Seniority Principles

- A. Seniority shall be exercised at a time of reduction in force, recall, bidding on better jobs, and where a job has been eliminated on a plant wide basis.
- B. Seniority employees informing the Labor Relations Office of their desire to quit on a certain day and/or hour shall be considered terminated as of the day and/or hour and all their previous seniority shall be cancelled.
- C. The names of employees shall be placed on a plant wide seniority list in order of their seniority. In the event of reductions in force or recall, employees shall be laid off or recalled according to their standing on the plant wide seniority list, except as otherwise provided therein. Seniority lists will be posted monthly at the east and west main entrances, and the main entrance to the paint facility.

### 2. Tie Break

- A. Appendix F -- Skilled Trades – In the event more than one employee is selected from a skilled trades bid list, the first employee to be classified from the bid list shall establish date of entry seniority for all those employees accepted from that bid list. Seniority by classification shall be determined first by date of entry, then by Company date of hire. In the event the Company date of hire is the same, the employee with the highest (last four digits only) Social Security number shall be considered senior.
- B. Apprentices -- Effective October 17, 1996. Seniority of new Apprentice entrants with identical date of entry (DOE) will be determined first by plant seniority, then by company seniority. In the event the Company seniority is the same, the employee with the highest last four digits of social security number shall be considered senior.

### 3. Occupational Groupings

- A. Appendix F -- Skilled Trades -- Skilled non-production workers of the maintenance department shall constitute a skilled occupational group with separate group seniority. Those working in that group on June 20, 1941, shall have seniority in that group. Those transferred to that

group after June 20, 1941, shall have seniority in that group only from date of original entry. Those classifications in the maintenance department which shall constitute the separate skilled seniority group are as follows:

Leader (in classification employee is Leader over)  
Carpenter  
Electrician  
Industrial Lift Truck & Tow Tractor Repair  
Inspector-Tooling & Layout  
Millwright  
Plumber-Pipefitter  
Repair-Power Tool (Combined former Pneumatic Equipment & Tool Repair 9-17-77)  
Sheet Metal Worker  
Tool Maker  
Welder-General

#### 4. Reductions in Force

A. Appendix F -- Skilled Trades -- The order of layoff and recall for Skilled Trades employees shall be by seniority date of entry by classification with the following exceptions:

1. The principle covering seniority in the Power House for all skilled tradesmen shall be as follows:

Three classifications shall be covered under this agreement. A-1 Power House Engineer Leader (25-7-017-7), A-2 Power House Engineer (35-7-017-0) and A-3 Boiler Fireman (35-7-0380). In the event of a reduction in force, the least senior Lead Engineer with sufficient seniority shall have the right to bump the least senior Engineer; the least senior Engineer with sufficient seniority shall have the right to bump the least senior Boiler Fireman; the least senior Boiler Fireman affected shall have then exercised his rights under the Skilled Trades Layoff Provision.

2. Seniority of employees classified 38-7-084 Tool Repair as of August 21, 1957, and who have been or are later reclassified to 38-0-144, Pneumatic Equipment Repair in accordance with this agreement will have original date of entry in the Maintenance Department on Tool Repair classification.

This agreement shall become effective concurrently with the effective date of (a)

any new Collective Bargaining Agreement which replaces the October 29, 1999 Collective Bargaining Agreement or (b) any extension of the October 29, 1999 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

## SHIFT PREFERENCE AGREEMENT – SKILLED TRADES

1. For the purpose of allowing seniority employees to exercise shift preference, shift assignments will be open for adjustment at any time. However, the Company reserves the right, following discussions with the Union, to make an exception thirty (30) days prior to and/or thirty (30) days after job one of the regular production of a new major model launch.
  - A. Employees assigned to Plant Maintenance shall have the opportunity to submit a shift preference card, if they so desire to roll to another shift. Once employees have exercised shift preference, they will not be allowed to exercise shift preference again for four months from the date they are placed on the new shift.
  - B. Each Monday at 8:00 a.m., a "roll letter" will be posted for each shift preference card turned in. Any shift preference cards turned in after 8:00 a.m. are held until the following Monday.
  - C. A senior employee on the requested shift may accept a roll letter prior to Tuesday 24:00.
  - D. A rolling employee may pull their shift preference card anytime prior to 8:00 a.m. Wednesday. At 8:00 a.m. Wednesday all rolls become final.
  - E. If the shift preference card was not pulled, a "Final Roll Letter" will be posted on Friday at 8:00 a.m. stating the effective roll. Employees will change shifts the following Monday.
  - F. The parties agree that unless the employee agrees, or emergency operating conditions exist, employees will not be required to roll or change shifts except at the beginning of a workweek.
  - G. Probationary employees may not apply for shift preference.
  - H. If an employee is moved involuntarily (i.e., rolled, assigned to a shift other than their chosen shift because of a reduction in force, etc.), they shall have their shift preference card cancelled and/or their roll rights immediately reinstated.
  - I. In making shift roll adjustments or changes in start times, management will survey the classification on the shift that is being moved.
2. In exercising shift preference, eligible seniority employees will exercise their seniority by classification plant wide if there is an employee with lesser "date of entry" seniority on the chosen shift. In the event the date of entry is the same, the Company hire date will be used as a tiebreaker. In the event the Company date of hire is also the same, the employee with the highest (last four digits only) Social Security number shall be considered senior.
3. The Master Agreement recognizes "that it is impossible to operate the Plant efficiently with all the higher seniority employees on any one shift and, therefore, seniority alone cannot be the sole determining factor in applying the

above principle, " i.e., shift preference based on seniority. When Management finds that recognition of the expressed preference of employees would result in inefficiency, the Union will be notified of the adjustment necessary and the manner in which it will be affected.

4. The principles as mutually agreed to herein shall apply to all departments going on a two-shift operation at the Louisville Assembly Plant.

October 25, 1984

Mr. R. A. Gettelfinger, President  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Appendix F Openings

Dear Mr. Gettelfinger:

During the course of 1984 local negotiations, the subject of Appendix F classifications (skilled trades) was discussed. This letter will confirm our understanding concerning openings in (Appenticeable Trades) Appendix F classifications. We will continue our past practice of notifying and allowing those employees who feel they have the appropriate qualifications to make application in the Personnel Office for openings which occur in the (Appenticable Trades) Appendix F Classifications.

Sincerely,

T. M. Ryan, Manager  
Industrial Relations

October 14, 1979

Mr. R. A. Gettelfinger, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Reduction in Force – Appendix F

Dear Mr. Gettelfinger:

During the course of the 1979 local negotiations, the subject of reductions in force options for Appendix F employees was discussed. This letter will reaffirm the past practice of allowing employees in Appendix F classifications with unit seniority and date of entry seniority to exercise:

- (a) their unit seniority to available work within the labor pool, or
- (b) their date of entry seniority for lay off purposes.

Sincerely,

T. M. Ryan, Manager  
Industrial Relations

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, Kentucky  
40213

Letter of Understanding: Replacement of Skilled Trades for Scheduled Absences

Dear Mr. Day:

This will confirm the understanding reached by the parties during these 2007 local negotiations pertaining to the replacement of production skilled trades personnel during production hours.

The Company agrees to cover scheduled absences and/or training for skilled trades positions that are required to support production during production hours. The parties also agree to discuss any issues or concerns that may arise.

Sincerely,

James E. Luther  
ME Manager

Concur: Jo Ann Morelli, Manager  
Human Resources

October 16, 2003

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Apprentices - Graduating Assignments

Dear Mr. Day:

During the course of the 2003 local negotiations, the parties discussed the initial assignments of graduating apprentices.

Before a graduating apprentice is assigned to fill a job opening, the journeyperson on the same shift will be surveyed, by seniority, for the opening. Any secondary job openings resulting from filling jobs pursuant to this provision, may be filled by the graduating apprentice or other journeypersons at management's discretion.

Sincerely,

Brian T. Griffin, Manager  
Human Resources

September 28, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: CMM Plant Visitation Protocol

Dear Mr. Mitchell:

During the course of these local negotiations, the Company and Union discussed appropriate protocol when United Auto Workers of America - represented personnel from other Company locations visit the Louisville Assembly Plant to perform included work.

This will confirm the understanding reached by the parties during the 1999 local contract negotiations that the Company will notify the Unit Chairperson of scheduled visitation(s). Plant personnel of the same skilled classification will be offered the overtime opportunity to work with the plant visitor(s) on a one for one basis.

Sincerely,

M. A. Smith, Manager  
Manufacturing and Planning

October 16, 2003

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding:      Skilled Trade Assignments –  
Computer Related and Telephone Service

Dear Mr. Day:

During the current negotiations the parties discussed the possibility of using skilled trades personnel to perform certain computer-related services being provided by outside vendors.

It is understood that the Company will assign the transport of printers, monitors and hard drives, to skilled trades during the PC renewal period only. It is further understood that cable drop installations and necessary connections will be assigned to plant skilled trades. Further, tradespersons will be trained to perform certain services for the plant telephone system currently being provided by outside vendors. Where an unforeseen condition arises, the parties agree that further discussion may be required.

Sincerely,

Brian T. Griffin, Manager  
Human Resources

September 13, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Contractor Transport Vehicles

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations pertaining to the use of transport vehicles by contractors while performing work on Company property.

The Company has agreed to allow one (1) transport vehicle per contractor for use by their management in conducting business on Company property. It is further understood that the transport vehicle is to meet Company standards and the driver must abide by the prevailing plant safety rules of safe driving.

Requests for an additional transport to meet physical impairment conditions are to be directed to the Manufacturing Planning Manager for resolution.

Sincerely,

J. A. Stick, Manager  
Human Resources

September 9, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Insulated Coveralls

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations pertaining to insulated coveralls for Skilled Trades employees.

The parties agree to establish a six (6) month trial program to provide insulated coveralls to those skilled trades employees who are regularly required to perform work outside the building. The intent of this pilot program is to evaluate the administration of the program regarding the distribution and replacement of insulated coveralls to select skilled trades employees. After six months, either party may end the pilot program by providing written notice to the other party.

It is understood that all other skilled trades employees will continue to be issued insulated coveralls on a daily basis as needed. Such employees will be expected to return these coveralls at the end of each use.

Sincerely,

M. A. Smith  
Manufacturing Planning Manager

September 15 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Electrician Job Assignment

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations pertaining to Electrician job assignments. The following language will be added to the Electrician job assignments:

- Electricians on the plant floor will do automation programming, including data changes, downloading and uploading of program changes.
- Robot programs, including step positions, will be taught and modified by electricians. Any functions requiring the use of robot teach pendants will be done by electricians.
- Electricians on the plant floor will enter all nomenclature changes and updates on the program readouts and ladder diagrams.

Sincerely,

M. A. Smith, Manager  
Manufacturing Planning

October 29, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Electronic Repair Equipment in the Body Department

Dear Mr. Mitchell:

This will confirm our understanding reached during the course of 1999 negotiations pertaining to the purchasing of electronic repair equipment in the Body Department.

Management agrees to submit cost savings projects and/or pursue other avenues to obtain funding to purchase the requested electronic repair equipment.

Sincerely,

S. E. Bednark, Manager  
Body Department

September 7, 1999

Mr. D. A. Mitchell  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Final Area Broadcast Monitors

Dear Mr. Mitchell:

During the course of 1999 local negotiations, the installation and programming of the Final Area Broadcast Monitors was discussed. The Company intends to continue the practice of having UAW-represented skilled trades persons be assigned the responsibility to program Final Area Broadcast Monitors. This letter will confirm the Company's intent to train and assign UAW Journeymen to program Final Area Broadcast Monitors. The training will be jointly recommended and approved by the Company, UAW, and the Technical Skills Program.

Sincerely,

J. A. Stick, Manager  
Human Resources

October 29, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Worker of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Skilled Trades Full Utilization

Dear Mr. Mitchell:

This will confirm the understanding reached by the parties during these local negotiations pertaining to the definition of full utilization within the skilled trades classifications.

The Company will continue the current practice for weekend assignments of offering overtime opportunities, as defined in the National Agreement, to impacted skilled personnel that are affected by outside contracting of traditional work. The weekend hours offered to affected trades will be based on the scope of the traditional work performed by the contractor.

It is further understood that the Company will meet with the Union prior to the vacation and Christmas shutdown to analyze work assignments and outside contracting plans for traditional work, in an effort to increase the utilization of skilled trades classifications during these periods.

Sincerely,

M. A. Smith, Manager  
Manufacturing Planning

November 3, 1993

Mr. K. Yates, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Industrial Truck Repair

Dear Mr. Yates:

During the course of the 1993 local negotiations, the subject of work allocation of Industrial Truck Repair was discussed.

The parties agree that Industrial Truck Repairmen will be available to change industrial vehicle batteries on the weekends as required.

Sincerely,

T.D. Smith, Manager  
Employee Relations

October 16, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Industrial Lift Truck and Tow Motor Replacement  
Personnel

Dear Mr. Mitchell:

During the course of 1999 local negotiations, the Union expressed concerns on replacing personnel in the Industrial Lift Truck and Tow Motor Repair complex.

This will confirm the understanding that the Company will afford four (4.0) hours of overtime on each facing shift to cover tasks within the Industrial Lift Truck and Tow Motor Repair complex where a planned absence occurs.

Sincerely,

J. A. Stick, Manager  
Human Resources

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, KY  
40213

Letter of Understanding: Infrared Training

Dear Mr. Day:

This will confirm the understanding reached by the parties during the course of the 2007 negotiations.

The Company supports the present infrared training in house and commits to retain this process in the future given reasonable business considerations. The Company will review selected participants with the Building Chairperson prior to confirming individual employee attendance for each training session.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

September 29, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Lines of Demarcation – FTPM/FPS

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations. The Union expressed concern that the Company was not properly assigning clean-up personnel to support the Ford Total Preventative Maintenance Process (FTPM).

This letter will confirm the Company's commitment to assign clean-up personnel to support the FTPM process as required, and in a manner that does not displace other classifications.

In addition, the Company agrees to assign properly trained employees from Department 25 and 26 to clean inside fixtures, guarding and light screens.

Sincerely,

M. A. Smith, Manager  
Manufacturing Planning

October 24, 1993

Mr. J. K. Yates, Chairman  
United Auto Workers  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Kit Installation

Dear Mr. Yates:

During the course of 1993 local negotiations, the subject of "kit" installation was discussed. This letter will reaffirm management's commitment to provide the skilled trades work force, opportunities to install kits in accordance with guidelines established by B & A Operation Engineering. Copies of the guidelines will be provided to the skilled trades committee person. Notice and discussions on kit installation matters will be conducted through the existing outside contract procedure.

Sincerely,

T. D. Smith, Manager  
Employee Relations

October 13, 2003

Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Non-Traditional Assignments (Skilled Trades)

Dear Mr. Day:

During the course of the 2003 local negotiations, the parties agree skilled tradespersons may be assigned various non-traditional support positions, such as Material Expeditors, FTPM Coordinators, etc. This letter applies only to the selection of skilled tradespersons.

This letter confirms the understanding when skilled personnel are being considered for support positions, selection will be based upon a seniority survey from the trade chosen by management. Employees currently assigned to any of these positions will not be subject to the provisions of this letter as long as they remain on their current non-traditional support position(s).

This does not abrogate any National Agreement language on selection of skilled trades personnel for specific programs where either special skills are required or where this local process conflicts with National Language, letters or programs (i.e. Joint Programs, Health & Safety Training or processes, other specific training, etc.).

The parties reserve the right to deviate from the provisions of the selection process in this letter by mutual agreement.

Sincerely,

Brian T. Griffin, Manager  
Human Resources

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America - Local 862  
3000 Fern Valley Road  
Louisville, Kentucky 40213

Letter of Understanding: Outside Contractor on Company Property

Dear Mr. Day:

This will confirm the understanding reached during the course of the 2007 local negotiations pertaining to outside contractor identification while on Company property.

At any time a contractor is granted work in the facilities, the contractor provides not only the total cost of the project, but also the scope of the work. This will include what trades are involved and a breakdown of man hours for their granted work. This information shall be given to the company which will provide such information to the Union in the weekly Contractor meeting prior to work being performed.

The Company will require all outside contractors to provide the following information for posting in the Construction Commodity Management (CCM) Office while they are on-site:

- Name of contractor and telephone number.
- On-site manager and telephone number.
- On-site safety representative and telephone number.
- Name of Company representative overseeing project.

In the interest of plant security and safety, all personnel employed by a contractor will be required to wear a numbered contractors badge provided by the Company, while on the premises.

It is further understood that the contractor will publish a list of personnel working, their trade, the numbered badge provided to their employee, and their starting and quitting times. The listing will be furnished by the contractor on a daily basis to the Plant Risk Manager and on a weekly basis to the Skilled Trades Representative.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America - Local 862  
3000 Fern Valley Road  
Louisville, Kentucky 40213

Letter of Understanding: Outside Vendors / Contractor

Dear Mr. Day:

This will confirm the understanding reached during the course of the 2007 local negotiations pertaining to outside vendor/contractor used for daily production support on Company property.

When the Company brings an outside contractor in the plant for daily production support, for something other than stand by support, they shall only be used for a temporary basis until the plant Skilled Trades can be trained to fulfill their obligation. Such training may be done with in-plant training and/or outside training if necessary. The training shall be given in a reasonable amount of time in conjunction with the training coordinator.

Whenever possible, the Skilled Trades trainee will work hand and hand with such contractor for additional training needs. Once the trainee has met their training demands the contractor will be requested to vacate.

This applies to all Skilled Trades work including programming, error proofing, software installations and any new state of the art or unforeseen new technologies.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

September 2, 2003

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Overtime - Skilled Trades

Dear Mr. Day:

This will confirm the understanding reached during the course of the 2003 local negotiations pertaining to skilled trades overtime.

The Company agrees to provide the Skilled Trades Committeeperson with the overtime spread between the shifts on a weekly basis. Further, the Company agrees to notify the Skilled Trades committeeperson of weekly corrections and adjustments made to the overtime list and to effect those adjustments on a timely basis.

Every effort will be made to utilize the weekly overtime schedule to determine which skilled trades will be asked to work additional hours beyond the published schedule.

Where Skilled Trades employees give forty-eight (48) hours of notice of their intent to opt out of overtime, the Company will make every effort possible to notify the department of the employee's opting out of the overtime to afford the opportunity to other employee(s). To facilitate the timely notification, all requests for opting out of overtime will be submitted through the plant E-mail system and will be addressed to the Superintendent in Central Maintenance and the maintenance department where the employee is scheduled for the overtime.

Sincerely,

Brian T. Griffin, Manager  
Human Resources

September 20, 1999

Mr. D. A. Mitchell, Chairman  
United Autoworkers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Personal Tools - Maintenance

Dear Mr. Mitchell:

Personal tools of maintenance employees, which are stolen, will be replaced at no cost to the individual provided there is evidence of forced entry into the employee's toolbox. All maintenance employees must declare their personal tools and toolboxes. An itemized list of personal tools and toolboxes, verified by a member of management, will be maintained in the Department Central Engineering Office.

Sincerely,

J. A. Stick, Manager  
Human Resources

October 4, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Skilled Trades Project Coordinator

Dear Mr. Mitchell:

During the current negotiations, the parties discussed the utilization of skilled trades personnel on project work and the effectiveness of the concept.

It is agreed that the Company will implement the use of the Skilled Trades Project Coordinator, identified in the Letter of Understanding of September 16, 1996, at the Louisville Assembly Plant.

The parties agree to follow the Letter of Understanding on "Expansion of Skilled Trades Project Coordinator Classification" in the scope of selection, training, assignment of duties, classification and duration of assignment. It is further understood that the candidate selected will be replaced once the position is assumed as Skilled Trades Project Coordinator.

Sincerely,

J. A. Stick, Manager  
Human Resources

October 21, 1990

Mr. S. M. Stone  
Building Chairman  
UAW Local #862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Skilled Trades Project Crew

Dear Mr. Stone:

During the course of 1990 Local Negotiations the subject of the Skilled Trades Project Crew was discussed. This letter will confirm the understanding that the Company will continue the utilization of the four man Project Crew established in 1987. In addition, the Company agrees to utilize the existing Central Maintenance Department Project Crew to limit, where feasible, and in conjunction with the Master Agreement, the outside contracting of skilled work. The parties also agree to utilize the Project Crew to seek opportunities to resource skilled work which have previously been outsourced.

The Plant Engineering Manager will be responsible for the planning and direction of the Project Crew. Project crew Issues will be handled through the regularly scheduled Outside Contracting Meetings.

Sincerely,

G. A. Biasioli  
Manufacturing Engineering Manager

September 7, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Refrigeration Training

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations pertaining to training of plumber/pipefitters in refrigeration.

The Company agrees to provide additional training to those plumber/pipefitters who currently work on refrigeration. This training will be jointly recommended and approved by the Company and the Technical Skills Program.

Sincerely,

M. A. Smith  
Manufacturing Planning Manager

September 20, 2003

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Sprinkler Work

Dear Mr. Day:

During the course of the 2003 Local Negotiations, the parties discussed extensively, the issues surrounding the repair of the sprinkler systems. The topic is difficult to resolve, as it is full of complex issues that have legal ramifications. The Parties were unable to find a workable solution to this issue during the 2003 negotiations.

However, the Company understands the sensitive nature of this issue and the Union's desire to insource this work. In this regard, the Company agrees to jointly continue to pursue viable options that would allow this work to be performed in house competitively and in compliance with State regulations.

Sincerely,

Brian T. Griffin, Manager  
Human Resources

September 13, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Steam Cleaning Material Handling Equipment

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of the 1999 local negotiations pertaining to the steam cleaning of material handling equipment.

The Company will have all Company owned material handling equipment steam cleaned on a semi-annual basis by the Industrial Lift Truck and Tow Tractor Repair personnel. The equipment will be painted as needed.

Sincerely,

M. A. Smith, Manager  
Manufacturing Planning

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, Kentucky  
40213

Letter of Understanding: Training and Temporary Job Assignments - Skilled Trades

Dear Mr. Day:

During the course of the 2007 local negotiations, the parties discussed several concerns related to the training of the skilled tradespersons. This letter is to confirm our understanding of those issues associated with: 1) identifying the training needs of the tradespersons, 2) scheduling Journeypersons before the Apprentices, 3) training and temporary job assignments in excess of 30 days, and 4) simultaneous training opportunities.

The Company agrees to periodically survey the skilled trades for training needs consistent with maintaining and improving their core job skills. The Company will use the survey to help develop the training offerings through the plant's Technical Skills Program.

Further, when the need for additional training or instruction in a given area is identified within a skilled trades classification, the Company will make a concerted effort to schedule the Journeypersons for training in advance of the Apprentices. If the Company, in an effort to maximize training funds and/or opportunities, finds that it is necessary to adjust an apprentice's or journeyperson's training schedule, the Skilled Trades Committeepersons will be notified.

In an effort to ensure that seniority employees are given adequate consideration, the Company and Union will discuss Skilled Trades Training Assignments in excess of 30 days and 30 day temporary assignments. The parties shall mutually agree, should there be a need to exceed the 30 day period.

In the event Management offers identical training simultaneously at Louisville Assembly Plant (LAP) and another location, the choice of location for taking the training will be offered by seniority. If the number of participants choosing the distant location is too low, then employees will be selected in reverse seniority order.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, Kentucky  
40213

Letter of Understanding: "U.A.W. Built with Pride" Signage

Dear Mr. Day:

During the course of the 2007 Local Negotiations, the parties discussed the high degree of talent and experience of the skilled trades workforce specifically as it is used for manufacturing, installing or modifying equipment.

Under the present operating conditions, the parties agreed, as part of the project expense to hang either a sign or label, such as "U.A.W. Skilled Trades Installed" on skilled trades project work. The parties will mutually agree to the location of signage prior to placement.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

September 26, 1999

Mr. D. A. Mitchell, Chairman  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Warranty and Equipment Repair

Dear Mr. Mitchell:

This will confirm the understanding reached during the course of these 1999 local contract negotiations pertaining to performance of warranty work.

The position of the Company is that certain warranty work must be performed by the equipment manufacturer to maintain the equipment warranty. However, the Company will have the manufacturer train the applicable skilled trades personnel or, without voiding the warranty, have the skilled trades personnel work with the manufacturing representative to make the equipment repair.

It is further understood, the union will be notified of the start and duration of the manufacturers' warranty period. Notification will be provided during the weekly Outside Contracting Review meeting between the parties.

Sincerely,

M. A. Smith, Manager  
Manufacturing Engineering

May 12, 2008

Mr. Bruce W. Day, Chairman  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, Kentucky  
40213

Letter of Understanding: Welding Recertification

Dear Mr. Day:

This will confirm the understanding reached during the course of the 2007 local negotiations pertaining to welding recertification.

The Company agrees to pay applicable welding re-certification fees for skilled trades employees.

Sincerely,

Jo Ann Morelli  
Human Resource Manager

May 12, 2008

Mr. Bruce W. Day, Chairperson  
United Auto Workers of America  
Local 862  
3000 Fern Valley Road  
Louisville, Kentucky  
40213

Letter of Understanding: Skilled Trades Work Assignments

Dear Mr. Day:

Pursuant to the Letter of Understanding, titled Skilled Trades Work Assignments Committee, dated September 3, 1999, it is understood that the Skilled Trades Work Assignments Committee will meet, as necessary, to review any new technology, unresolved work disputes, or any additional clarification of line of demarcation issues. As such, the lines of demarcation will be considered a living document and may be amended by mutual agreement at any point in the future.

Sincerely,

Jo Ann Morelli, Manager  
Human Resources

September 3, 1999

Mr. D. A. Mitchell  
United Auto Workers of America  
Local 862  
6707 Grade Lane  
Louisville, Kentucky  
40213

Letter of Understanding: Skilled Trades Work Assignments Committee

Dear Mr. Mitchell:

During the course of 1999 local negotiations, the Union requested that the Company reaffirm its acceptance and support for the current Skilled Trades Work Assignments and the process by which disputes are jointly resolved. This letter will confirm the Company's intent to continue to recognize and support the current Skilled Trades Work Assignments Committee. The committee consists of Skilled Trades persons from the various trades to review disputes arising out of the Skilled Trades Work Assignments, and other lines of demarcation related issues. The committee will be empowered to investigate work assignment disputes, and recommend resolutions to the local Bargaining Committee and Operating Management. If either party chooses not to accept the committee's recommendation, the matter then may be referred to the grievance procedure.

It is understood that no recommendation made by the committee, or actions taken based on such recommendations will constitute a change to the existing Skilled Trades Work Assignments since such change can occur only through Collective Bargaining. However, it is agreed that any recommendation made by this committee and accepted by the parties will remain in force for the life of the current agreement unless altered, eliminated or ratified by Collective Bargaining.

Sincerely,

J. A. Stick, Manager  
Human Resources